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ABSTRACT

This booklet, which was developed for use by Florida middle school students, contains basic information about career opportunities, educational and other requirements for various occupations, and educational and career planning. The first section, which is designed for students to share with their parents, discusses the importance of parent involvement in career planning, the Florida Prepaid College Program, and ways of helping children with educational and career planning and saving for a college education. A series of interest inventories and career orientation activities are provided. Presented next is an 18-page table detailing the duties, beginning annual earnings, and the educational level/subjects required for employment in 74 occupations in the following categories: artistic, scientific, plants and animals, protective, mechanical, industrial, business detail, selling, accommodating, humanitarian, leading/influencing, and physical performing. Also included is the following information: decision making, scheduling, the Florida Academic Scholars' Certificate Program and Florida Undergraduate Scholars' Fund, and education/training options after high school (public vocational-technical centers, community colleges, universities, the military, and apprenticeships). (MN)

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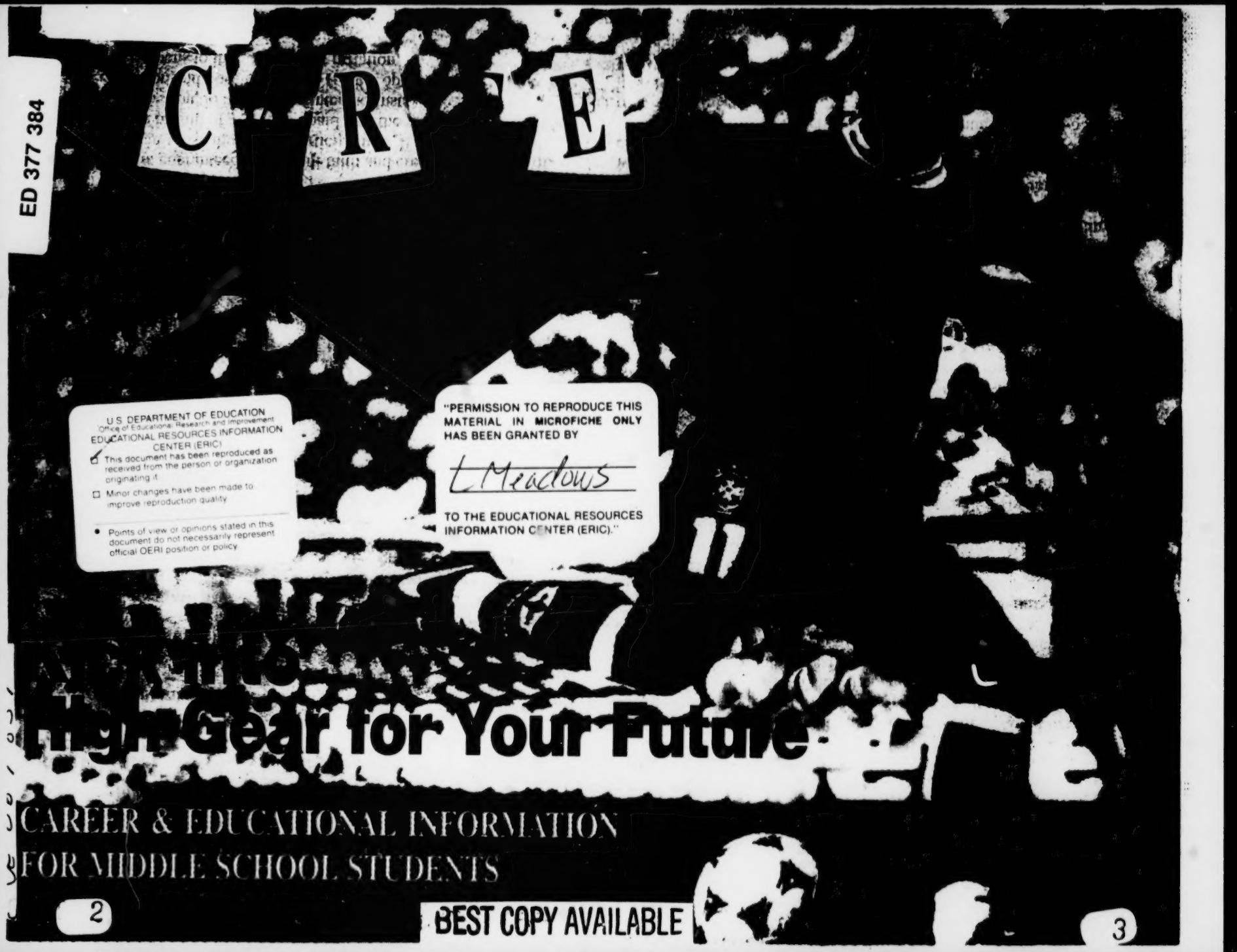


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# High Gear for Your Future

CAREER & EDUCATIONAL INFORMATION
FOR MIDDLE SCHOOL STUDENTS



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# Parent Involvement In Career Planning

Congratulations. You are reading a middle school tabloid on career and education information that will help you to assist your son or daughter in making career decisions. I am Sally Colson, a parent just like you. We have never met, but we have some things in common...Our kids and our concerns about their future.

Some students may have straight A's or even C's; but whatever their performance, they will have something special and unique to offer. They've got the potential to make it in life. Continuing their education at a college or vocational technical center may be their ticket to reaching their goals in life.

If your child is an eighth grader, you may think it is too far away to think about career planning and post secondary education. If you wait until their senior year in high school, it will be too late to plan properly. Planning for your child's post secondary education should begin as early as the seventh or eighth grade. You and your children should plan course selection with the school counselors. Interest inventories which match personal interests to occupations can also be taken at this age to help determine what courses to take. Financial planning can begin even earlier...in fact, while your children are still babies. The cost of post secondary education varies depending on tuition, room and board, books, fees, transportation, and so on. Some families may be able to pay the full amount of the tuition and living expenses charged by the educational institution their children attend. However, most parents contribute less than the full price because they are eligible for financial assistance. You may apply for financial assistance in the form of grants, scholarships, loans and work study programs.

# Sending Your Kids To College

Most parents want to send their children to college but realize that rising inflation is a threat to their goal. Many may find that the Florida Prepaid College Program could be the answer to the problem.

The Florida Prepaid College plan guarantees that tuition will be paid when your child is ready for college. This program allows parents or other family members to prepay a child's tuition to any of the 9 state universities or 28 community colleges in Florida. To be eligible, the child must be a Florida resident for the past 12 months and not yet be in the 12th grade.

The plan is guaranteed by the full faith and credit of the State of Florida. You can't lose money by participating. If you change your plans, you get a refund of all money paid into the program, minus a $50 cancellation fee. You do not receive interest. Instead, the program guaranteed tuition and dormitory costs (if that option is selected) no matter what happens to interest rates or inflation.

The Florida Prepaid College Program is flexible and offers a number of different payment plans. You have a choice of a four-year university plan, a two-year community college plan or a combination of a two-year community college and a two year university tuition plan. You can finance the contract either through a lump sum payment, or an installment plan. Each payment amount depends on the tuition plan chosen and the college enrollment year. Contact the Florida Prepaid College Program for information. Make your payments either through coupon books or automatic deductions from your checking account. You also have the option of transferring the plan to a sibling if the child who will be using it is younger than the child for whom it was purchased.

For further information, call the toll-free number 1-800-552-GRAD or write to:

Florida Prepaid College Program • P.O. Box 4400 • Jacksonville, FL 32202-4400

# Pathways To Your Future

Do you have trouble talking with your teenager?

Do you know what classes they are planning to take in high school?

Do you wonder what career is best for them?

If you answered yes to any of these questions, you will want to hear about a new career and educational planning system call "Pathways To Your Future". Its purpose is to help your children in setting career goals. You will have the opportunity to be involved in the process by participating in the planning activities.

The Bureau of Career Development, Department of Education has developed "Pathways To Your Future". It is composed of three interrelated activities including:

1. Career Planner Activities - a series of workbook activities for classroom use to promote career awareness and orientation;
2. Florida Student Career and Education Planner - a folder for students to enter information about themselves and plan a high school program with assistance of parents and school advisor; and
3. Florida Computer Assisted Career Planning System - a sample plan of high school courses available at their local school which are appropriate to fulfill career goals and information about possible career interests.

Your county may already have a similar program in use. If not, "Pathways To Your Future" is available to counties that wish to adopt it. In utilizing this program, a major benefit to parents is to increase your understanding and communication with our children by being involved in their career and educational planning.



# What Parents Can Do

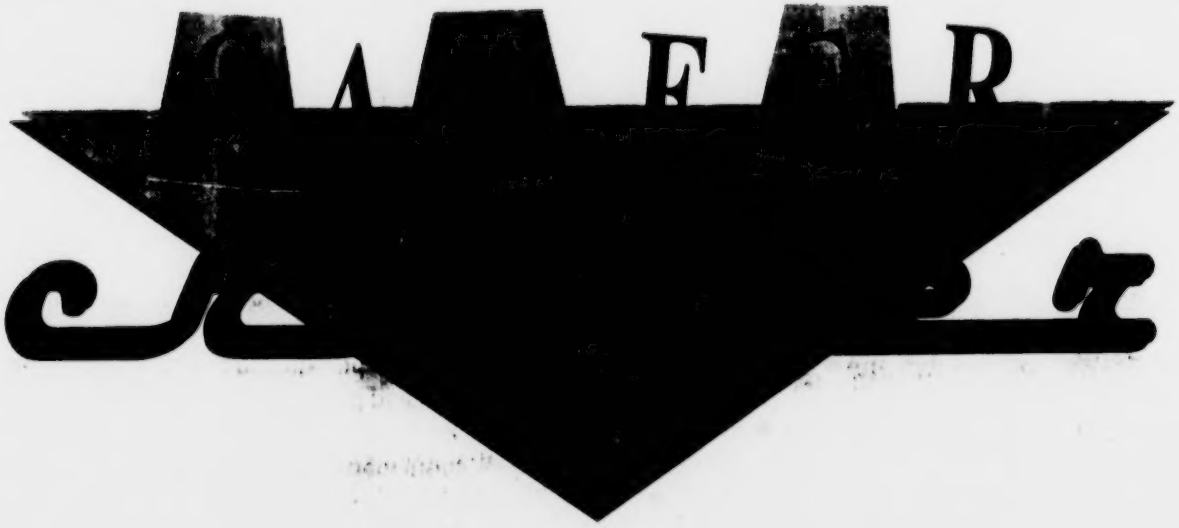
1. Start a savings plan to pay for your children's education. Even $5 or $10 per week when you child is in the eighth grade would help with educational costs.

2. Learn about resources available at the schools and libraries that can help you with exploring careers.

3. Learn about colleges and vocational centers and the programs they offer.

4. Learn about financial planning for post secondary education.

5. Ask your children's school counselor if "Parents Make A Difference" (a seminar on how parents can help their children choose a career) is available.



# INTRODUCTION TO CRUISER

Being successful in life is sometimes like playing a team sport. When we all work together, our chances of winning or playing a good game are better. Understanding ourselves and knowing what is important to each of us means we can each bring our own special strengths and skills to the team. Every soccer team needs a good goalie, but teams need many different kinds of players to be a good team and succeed. We all have something to contribute, and today is not too soon to think about the future. So let's get started...





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# Begin At The Beginning – Career Orientation

Orientation means to become familiar with or begin to understand. The Career Cruiser is designed to help you begin to think about career orientation. Let's start our career orientation with this activity.

**1. What do you think a career is?**
**2. How is it different from a job?**
**3. What do you think it means to be career oriented?**

These are serious questions. Some of them are difficult to answer. Have you begun to think about your future? Have you begun to think about a career for yourself? If you haven't, you should. What you learn while you are in high school will help you think about your future.

As a class, make a choice for each of the statements one through seven. Choose the best answer. Write the letters of your choices on the board. As the class discusses the statements, you think about your plans for your future. The teacher will assign a student to write...

**1. To make a decision, you should:**
- e. take the easiest way out.
- s. think about what you could do, then do the appropriate thing.
- u. put other people's feelings first.

**2. To study means:**
- c. to read the book right before the test.
- e. to go to class everyday.
- u. to do all assignments and review them.



**3. To prepare for a test you should:**
- c. keep up with your daily work.
- s. re-read the whole book.
- u. study all night.

**4. Career exploration means:**
- e. looking for a job.
- s. a job where you explore for lost things.
- c. finding out information about careers.

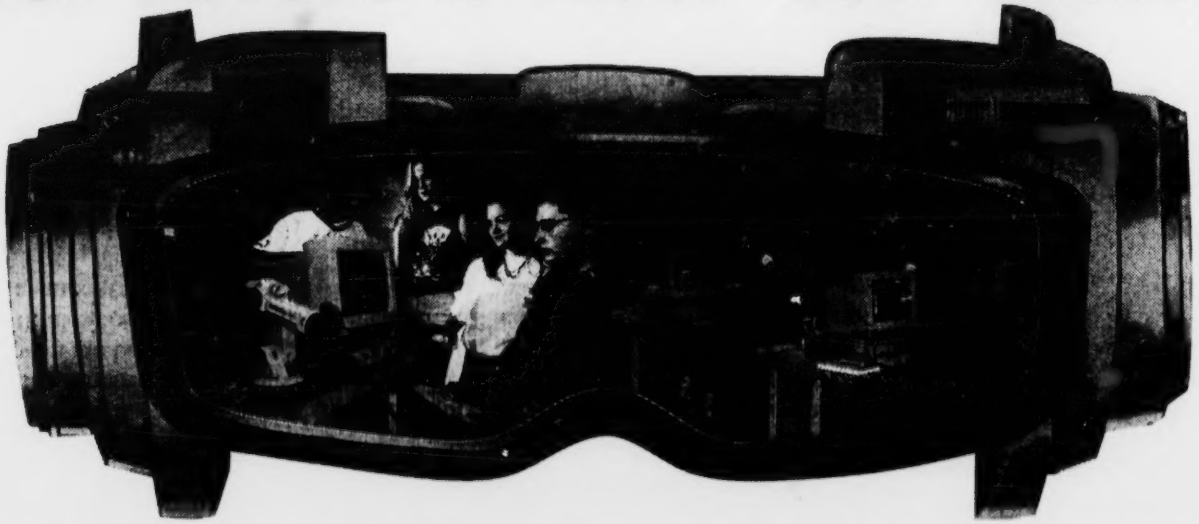
**5. To train for a job, you must:**
- u. go to college.
- e. find out what's required and where to get it.
- c. work out every day.

**6. Public agencies:**
- s. can help almost everyone.
- e. should only be used if everything else fails.
- u. are all at City Hall.

**7. Goals are:**
- c. scored in soccer.
- s. things a person wants in the future.
- e. put on us by other people.

***Do the letters on the board spell a word? They should.***

# Your Future is How You VIEW It



When we think about the future it always seems to be a long time away. Keep in mind though, that the decisions you make today affect what will happen to you in the future. Especially in planning for a career. Most schools in Florida have eighth grade students develop a career plan which will help them organize facts about themselves and courses they plan to take in high school. You'll probably be involved in lots of activities to help you learn more about your interests and abilities. You'll also want to learn more about careers so that you can set some career goals. Your future career plans will be affected by the courses you take in high school; if you take only the minimum required classes, you may be shutting many doors to a successful future. The courses you take in high school are like building blocks for your future career choices. Keep the following tips in mind when choosing your high school classes:

## Do:

Reevaluate the courses you plan to take each year. Are they preparing you for postsecondary education or work?

Have a career goal in mind so that you can plan what classes you need and when you need to take them.

Join school clubs, organizations, and youth groups. This is where students learn leadership skills necessary for success in the work world.

Do your best in all classes. Research has proven that effort is as important as grades for success.

Challenge yourself with upper level math and science classes. The skills you develop will help you in future jobs.

## Don't:

Fall into the trap of taking a class just because your friends do. Your friends don't have your interests or talents.

Get caught in the "general track!" Plan your courses using your career goals as a guide.

Be afraid to take a class because you have heard the teacher is hard. You may have a natural talent for that particular subject.

Try to take just enough classes to get by.

Let your desire for a part-time job dictate your school schedule. Most people work for 40 or more years during their lifetime. You only have a few years for an education that will prepare you for a lifetime.

# Make the Right Choice

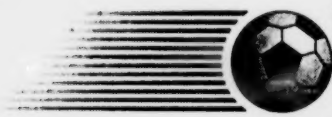
Which career? We know that people are happiest in a career that matches their abilities and interests. Read about the students below, think about what they like to do, and match them to a career you think will be best for them. Think about yourself, too. What do you like to do? What career might match these skills and interests?

| Preferences and strengths | Career Choices |
|---|---|
| **1. Pam**<br>is well organized<br>is interested in nutrition<br>likes to make things look pretty | **Pam should choose**<br>a. chef<br>b. artist |
| **2. Dana**<br>likes children<br>likes to read<br>is creative and likes to organize | **Dana should choose**<br>a. salesperson<br>b. children's librarian |
| **3. Sandra**<br>has an interest in science<br>is very observant<br>keeps accurate records<br>likes to work with people | **Sandra should choose**<br>a. astronomer<br>b. nurse |
| **4. Todd**<br>likes to work with people<br>enjoys outdoor work-<br>doesn't mind getting dirty<br>likes to fix and repair things | **Todd should choose**<br>a. automobile repairman<br>b. math teacher |
| **5. Lisa**<br>likes to work with her hands<br>likes to use tools<br>enjoys mathematics<br>likes to work outdoors | **Lisa should choose**<br>a. carpenter<br>b. travel agent |
| **6. Larry**<br>likes to work with people<br>has a good speaking voice<br>likes to read schedules<br>has good math skills | **Larry should choose**<br>a. ticket agent<br>b. politician |



In this part of the exercise you may select the career that will be best for people listed below.

| Preferences and strengths | Career Choices |
|---|---|
| **7. James**<br>likes to repair machinery<br>enjoys math<br>is a good ball player<br>is big and strong for his age<br>likes to build things | **James should be a:**<br>_____ |
| **8. Suzanne**<br>likes to talk<br>enjoys being in plays<br>likes to organize activities<br>likes to work with people | **Suzanne should be a:**<br>_____ |
| **9. Pete**<br>is a responsible person<br>is a good student but gets bored in school<br>is very quiet<br>likes to do things for his friends<br>likes to read and sketch his "supercars" | **Pete should be a:**<br>_____ |
| **10. Gina**<br>likes to write stories<br>is a good leader<br>enjoys reading and language<br>teaches neighbor kids and reads to them<br>enjoys outdoor activities | **Gina should be a:**<br>_____ |
| **11. Mary Jane**<br>likes to spend time outdoors<br>likes to get up early<br>had good math and science skills<br>has good written communication skills<br>likes to be alone<br>is curious about many things-prefers to look up answers herself rather than ask someone | **Mary Jane should be a:**<br>_____ |



# What is Valuable to You?

Everyone has values, things or ideas that are important to them. Each of us has a right to value whatever is most important to him or her, and values differ from person to person. Knowing more about your values will help you understand yourself better.

Read the list below, making sure you understand what each word means. Look the word up in a dictionary if you are not sure of the meaning. You don't have to write the definition down; just be sure you know the meaning of the word.

Then choose three values that you think would make the world a better place if everybody shared these same values. Mark them with an "m" for "my values." Your teacher may give you time to explain your choices to the class or a partner.

____ religious faith

____ safety

____ democracy

____ education

____ shelter

____ physical appearance

____ honesty

____ health

____ tradition

____ equality

____ freedom of choice

____ dignity & worth of individual

____ children

____ financial success

____ true friends

____ saving for future

____ individual liberty

____ personal growth & development

____ power

____ knowledge

____ achievement

____ recognition

____ autonomy

____ emotional well-being

____ individuality

____ aesthetics

____ pleasure

____ change

____ economy

____ love

____ conformity

____ money

____ extravagance

____ good grades

____ maturity

____ a good environment

____ obedience

____ initiative

____ social organizations

____ adequate clothing

____ happy marriage

____ opportunity to work for a living

____ skill

____ practicality

____ morality

____wealth

____ long life

____ wisdom

____ altruism

____ leisure

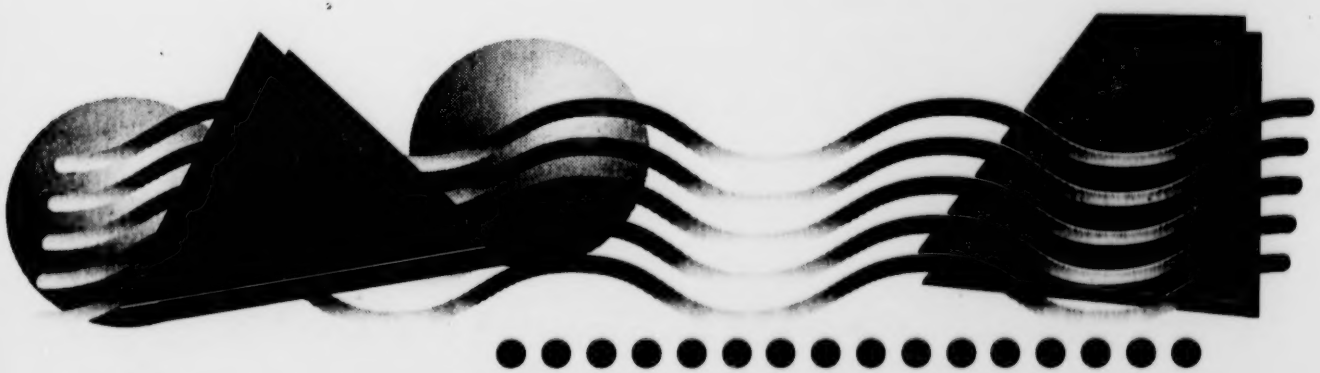
____ loyalty

____ justice

____ respect for authority

____ family stability

Take this paper home and have one of your parents mark a P next to the values they feel are most important. Discuss how your lists are alike and how they are different. Discuss what factors account for these similarities and differences.



# What Do You Like To Do?

Interests are your likes and dislikes for different kinds of activities. The more your interests match the job in which you work, the happier you will be.

| 5 | 4 | 3 | 2 | 1 |
|---|---|---|---|---|
| LIKE VERY MUCH | LIKE | NOT SURE | SOMEWHAT LIKE | DISLIKE |

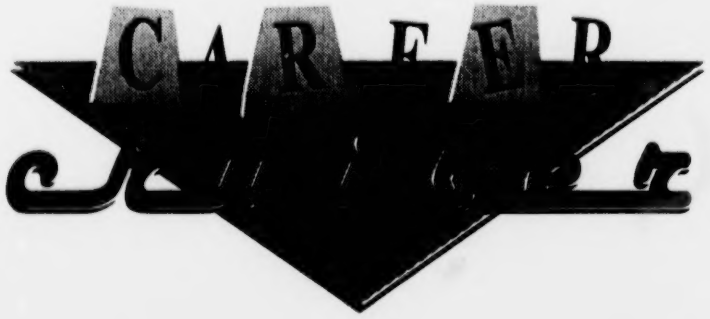
Keep in mind that you may not like all the activities listed, but if you like at least three of them, you probably should score that area a level 4 and give it consideration.

# Interest Quiz

Place the number (5-1) in the box of the interest area listing the activities you think you would like doing.

☐ **Artistic**

Being on stage
Playing in a band, orchestra or group
Writing stories or plays
Designing sets for plays
Working on the school newspaper
Taking a dance class
Restoring works of art




☐ **Humanitarian**

Helping people with their personal problems
Caring for sick or injured people
Helping people decide what kind of job they want
Taking care of young children
Working for a church
Helping an injured person learn to walk again

## ☐ Scientific

Doing tests in a laboratory
Reading scientific books and magazines
Taking a biology class
Working on people's teeth
Studying people's behavior
Touring a health clinic

## ☐ Plants & Animals

Taking care of farm animals
Raising tropical fish
Working outside with plants and animals
Training horses
Being a hunting or fishing guide
Planting a garden

## ☐ Protective

Arresting criminals
Patroling in a police car
Investigating fires
Protecting people and animals
Doing things where there may be a risk of injury
Investigating crimes

## ☐ Mechanical

Building things
Repairing engines
Helping repair a car
Designing automobiles
Piloting an aircraft
Designing roads and bridges

## ☐ Industrial

Operating a printing press
Putting small objects together
Operating machines to make metal or clothing articles
Sorting fruit according to size
Baking cookies, cakes and desserts
Using a welding torch

## ☐ Business Detail

Filing papers in an office
Keeping track of money
Typing or writing reports
Working with computers
Answering the telephone and greeting customers
Studying legal documents to find information

## ☐ Selling

Selling houses and land
Using the telephone to sell merchandise
Selling clothes in a department store
Driving a regular route to deliver or sell merchandise
Selling insurance
Talking people into buying something

## ☐ Accommodating

Cutting and styling hair
Taking food orders in a restaurant
Guiding people on a tour
Helping hotel guests get taxicabs
Driving a school bus
Showing a friend how to use makeup

## ☐ Leading/Influencing

Helping others to learn
Managing a store
Being on a debate team
Teaching students
Managing a bank department
Developing a plan for others to follow

## ☐ Physical Performing

Playing professional sports
Finding players for a professional sports team
Riding race horses professionally
Developing plans and strategies to win ball games
Being a professional golfer
Performing as a trapeze artist in a circus

Did you have any 5's? List them. These are the areas in which you are most interested.

_____

Did you have any 4's? List them. You may also want to look at occupations in these areas.

_____

This interest quiz is a quick way of getting you to think about the kind of things you may like to do. If you are not sure of the results, you may want to ask your teacher, counselor or occupational specialist if CHOICES Jr, Jobs for Me, VIEW, USES, or some other interest inventories are available in your school.

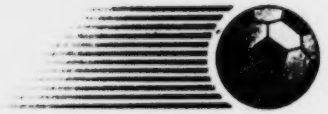
# Occupations

Once you have finished the Interest Quiz (What Do You Like To Do?) you should have an idea which interest area(s) match your personal interests. The next few pages will give a description of each interest area along with some examples of occupations. There are many occupations that fall into each area but these examples will give you an idea of some job duties along with other requirements.

Be sure to note that there are different levels of education needed for occupations in the same interest area. For example, you may like business detail and plan to complete only high school. You could get a job as a clerk typist but if are willing to get more education you could be an accountant. You would still be in a job that met your interests. Note the differences in these occupations. Which would you choose?

When looking at the occupations that follow, you will see that many of them are called "Goldstar" occupations. These Goldstar occupations are 35 different occupations identified by the Florida Departments of Education, Labor, and Commerce. These occupations pay a minimum of $7.00 per hour and have at least 50 openings a year. They all require some postsecondary training, but not all require a 4-year degree.

# Artistic



**These people have very special, creative talents. Some may like to sing and dance in front of an audience. They like to express themselves through painting, sculpturing, and decorating.**

**Some similar occupations are:**
Actor, Dancer, Editor, Fashion Designer, Interior Designer, Musician, Photographer, Radio/TV Announcer, Television Technician.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Film Editor - Edits motion picture film, television videotape, and sound tracks. Evaluates and selects scenes for their dramatic and entertainment value and story continuity. Trims film segments to specified lengths and reassembles segments in order. EMPLOYERS: Motion picture studios; Television stations. | $17,000 to $21,999 Per Year | 2 to 4 Yrs Community College, Vocational/Technical School or University | Film-Video Making/ Cinematography & Production |
| Artist or Commercial Artist (GOLDSTAR) - Uses a wide variety of materials and methods to communicate ideas, thoughts and feelings. May use oils, watercolors, plaster or other media to create abstract works or images of objects, people, nature, or events. **Special Note** Apprenticeship training available. EMPLOYERS: Self-employed; Artist Studios; Art Galleries; Stonework Shops. | $13,000 to $16,999 Per Year | High School Graduation or 2 to 4 Yrs Community College, Vocational/Technical School or University | Drawing Painting Printmaking Sculpture |
| Audio-Visual Production Specialist - Plans and produces audio, visual, and audiovisual material for communication, information, training, and learning purposes. Develops production ideas based on assignment or creates original ideas based on goals and personal interest. Directs and coordinates activities of assistants and other production personnel during production. Develops manuals, texts, workbooks, or other materials to use with production materials. EMPLOYERS: Radio, television, and visual production companies. | $17,000 to $21,999 Per Year | Undergraduate Degree | Film-Video Making/ Cinematography & Production Radio & Television Broadcasting Motion Picture Technology |
| Floral Designer or Florist - Designs and fashions live, cut, dried, and artificial floral arrangements for anniversaries, weddings, and funerals. Confers with clients about the price and type of arrangement, estimates the cost. **Special Note** Apprenticeship training available. EMPLOYERS: Retail Florist Shops; Self-employed. | $9,000 to $12,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School or University | Ornamental Horticulture Floral Design |
| Producer, Director, Actor, or Entertainer (GOLDSTAR) - Producers arrange financing for film projects, hire directors, oversee the selection of scripts, and negotiate contracts with actors. Directors work with writers of the screenplay to establish the mood, style, and content of the script. Actors read scripts and determine how to interpret the roles and portray the characters. EMPLOYERS: Motion picture studios; Theater groups; Television. | $27,000 to $32,999 Per Year | Undergraduate Degree | Drama/Theater Arts, Film-Video Making Cinematography & Production Film/Cinema Studies |

# Scientific

These people like to do research. Workers in this area also like to collect information and do experiments using laboratory equipment. Some may study medicine in order to help people or animals.

**Some similar occupations are:**
Agronomist, Anesthesiologist, Food Technologist, General Practitioner, Meteorologist, Pathologist, Pharmacist, Radiologist, Soil Conservationist, Ultrasound Technologist, Veterinarian.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Food Technologist - Performs a variety of technological functions, primarily in support of research, development, testing, analysis and processing activities in food science. Ensures that processing procedures such as canning or bottling meets specifications. Performs chemical tests to determine components such as sugar, starch, protein, fat, mineral and vitamin content. Conducts microbiological tests on yeasts, mold, and bacteria to ensure product safety. EMPLOYERS: Experimental farms; colleges and universities; Research companies; Consulting firms. | $17,000 to $21,999 Per Year | 2 to 4 Yrs Community College, Vocational/ Technical School or University | Food Sciences & Technology |
| Forest Ecologist - Studies environmental factors that affect forests, such as light, soil requirements, climate, and altitude to determine resistance to disease. Studies adaptability of different varieties of trees to environmental changes such as soil type, altitude, and climate. EMPLOYERS: State and federal agencies employ most; Other are with private forestry services. | $17,000 to $21,999 Per Year | Undergraduate Degree | Forest Management<br>Natural Resources Management Forestry & Related Sciences<br>Parks, Recreation & Leisure Studies<br>Forest Engineering |
| Dentist - Examines teeth and tissues of the mouth to diagnose, prevent, and treat diseases or disorders. Examines x-rays, removes decay, fills cavities, and repairs fractured teeth. May specialize in straightening teeth, treating gum disease, making dentures, or root canal therapy. EMPLOYERS: Self-employed; Public and private hospitals. **Special Note** Florida Statutes require licensure regulated by the Department of Business and Professional Regulation. | $50,000 and above Per Year | 5 or more years University | Pre-Dentistry |

| | | | |
|---|---|---|---|
| Veterinarian - Studies, diagnoses, treats and helps to control diseases and injuries among animals. Helps prevent the outbreak and spread of animal disease. Operates on sick or injured animals and gives medicines, drugs, and vaccines. **Special Note** Florida Statutes require licensure regulated by the Department of Business and Professional Regulation. EMPLOYERS: Self-employed; Federal Government; Livestock farms; Research laboratories; Military services. | $27,000 to $32,999 Per Year | 5 or more years University | Pre-Veterinary |
| Medical or Clinical Laboratory Technician (GOLDSTAR) - Performs routine tests of bodily fluids or specimens in the treatment and diagnosis of disease. Technicians examine and analyze body fluids, tissues, and cells. May prepare specimens and operate computerized analyzers, or perform manual tests under the supervision of the medical technologist. **Special Note**Florida Statutes require licensure regulated by the Department of Health and Rehabilitative Services. Apprenticeship training available. EMPLOYERS: Hospitals; Medical laboratories; Public or private health agencies. | $17,000 to $21,999 Per Year | 1 to 2 Yrs CommunityCollege, Vocational/Technical School | Medical Technology<br>Public Health<br>Laboratory Science |
| Medical or Clinical Laboratory Technologist (GOLDSTAR) - Performs complex biological, hematological, and bacteriological tests. Microscopically examines blood, tissue, or other body substances to determine presence of parasites, bacteria, or fungi. May specialize in cytotechnology, microbiology, immunology or clinical chemistry. Works under the supervision of a Pathologist or Chief Medical Technologist. **Special Note**Florida Statutes require licensure regulated by the Department of Health and Rehabilitative Services. EMPLOYERS: Hospitals; Medical laboratories; Public or private health agencies. | $27,000 to $32,999 Per Year | 2 to 4 Yrs Communty College.Vocational/ Technical School or University | Medical Laboratory Assistant<br>Medical Laboratory Technology<br>Clinical Laboratory Assisting<br>HistologicTechnology<br>Cytotechnology<br>Medical Laboratory Technician |

# Plants and Animals

These people like activities to do with plants and animals, usually in an outdoor setting. Others like managing places such as farms, parks and gardens where they are involved with plants and animals alike. They may like doing physical work outdoors or even training or taking care of animals.

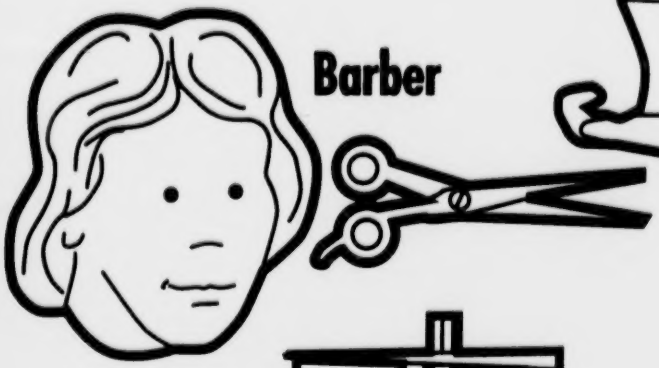
**Some similar occupations are:**
Animal Breeder, Animal Caretaker, Farmer, Forestry Worker, Horse Trainer, Landscape Gardener, Livestock Worker, Nursery Manager, Nursery Worker, Tree Surgeon.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Farmer - Operates farm that produces more than one kind of crop. May own the farm or manage it for another owner. Decides the kind and amounts of crops to grow or livestock to breed. Buys equipment and supplies to harvest crop. On dairy, livestock or poultry farms, must feed and care for animals. **Special Note** Apprenticeship training available. EMPLOYERS: Self-employed; Agricultural corporations. | $13,000 to $16,999 Per Year | High School Graduation or 2 to 4 Yrs. Community College, Vocational/Technical School or University | Agricultural Business<br>Agribusiness Operations |
| Supervisor, Park Workers - Supervises workers who maintain the grounds in a park, botanical garden or playground. Plans landscaping tasks. Instructs workers in the caring and planting of trees and flowering shrubs. Directs workers in the upkeep and repair of walks, hedges, swings and other park equipment. | $22,000 to 26,999 Per Year | Undergraduate Degree | Landscaping Operations & Management<br>Turf Management<br>Horticulture Services |
| Animal Caretaker - Cares for and grooms animals. Feeds them and checks for signs of injury or illness. May record information about their bloodline, diet, and medical history. May clean, build, and repair pens. May sterilize equipment. EMPLOYERS: Businesses that provide animal services such as boarding; Race tracks; Humane Society; Zoos; Self-employed. | $9,000 to $12,999 Per Year | High School Graduation | Pet Grooming |
| Gardener or Greenskeeper - Takes care of grounds and fairways in such places as parks or golf courses. Operates tractor, attachments or other equipment. Duties include raking, mowing, watering, and fertilizing. Must be knowledgeable of hand mowers, power mowers, and sprinkler systems. ** Special Note ** Apprenticeship training available. EMPLOYERS: Golf courses; Self-employed. | $13,000 to $16,999 Per Year | High School Graduaion | Direct Entry Job.<br>No Required Training |

# Jobs Requiring Technical Training or Vocational School

Real Estate Salesperson

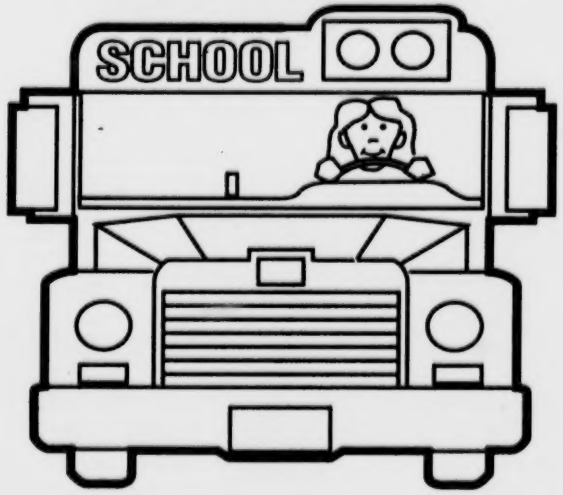
Licensed Practical Nurse



Barber

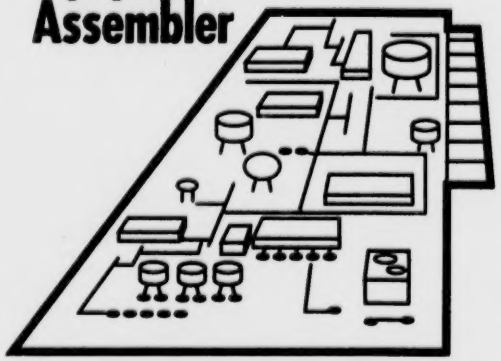
Construction Management

School Bus Driver

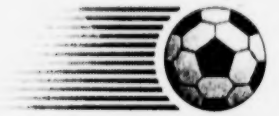


Optician - Optical Technician

Electronic Equipment Assembler



# Protective



These people like to protect people and property. Workers in this area enforce law(s), regulations and respond to emergencies. These people have to use good judgement and communicate well.

**Some similar occupations are:**
Airline Security Representative, Correctional Officer, Fire Fighter, Fire Marshall, Fish and Game Warden, FBI Special Agent, Investigator (Narcotics), Park Ranger, Police Detective, Sheriff.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Fire Fighting and Prevention Supervisor (GOLDSTAR) - Supervises and directs the activities of workers who try to prevent, control, and put out fires. Also inspects homes and public buildings for fire hazards and speaks before community groups. Coordinates training on new equipment and firefighting technology. **Special Note** Apprenticeship training available. EMPLOYERS: City and County Governments; Airports. | $33,000 to 39,999 Per Year | 2 to 4 Years Community College, Vocational/Technical School or University | Fire Control & Safety Fire Sciences Firefighting |
| Police and Detective Supervisor (GOLDSTAR) -Supervises and coordinates activities of police who keep law and order, detect and prevent crimes, control traffic, and investigate criminal cases. Establishes work procedures, assigns duties, enforces discipline, trains new officers, and explains police rules. EMPLOYERS: Federal, state, and local governments. | $40,000 to $49,999 Per Year | Undergraduate Degree | Law Enforcement Police Science Corrections & Criminal Justice Forensic Technology |
| Police Detective (GOLDSTAR) - Carries out investigations to prevent or solve crimes. Investigates crime by researching clues and facts. Records and reports information known about criminals until the crime is solved. May specialize in firearms identification or chemical analysis. May take fingerprints. May work with a special unit such as mounted police, harbor patrol, or helicopter patrol. EMPLOYERS: Local police departments; Federal and state law enforcement agencies. | $27,000 to $32,999 Per Year | 2 to 4 Years Community College, Vocational/ Technical School or University | Law Enforcement Criminal Justice Studies Corrections & Criminal Justice Law Enforcement/ Police Science |
| Police Patrol Officer (GOLDSTAR) - Maintains order, enforces laws, and protects life and property in an assigned district or beat. Patrols specific area on foot or in a vehicle. Directs traffic, issues traffic tickets, investigates accidents, and makes arrests. EMPLOYERS: Most are local government; Others are state and federal agencies. **Special Note** Florida Statutes require licensure regulated by the Department of Law Enforcement. Apprenticeship training available. | $27,000 to $32,999 Per Year | 2 to 4 Yrs Community College, Vocational/Technical School or University | Forensic Technology Corrections & Criminal Justice |

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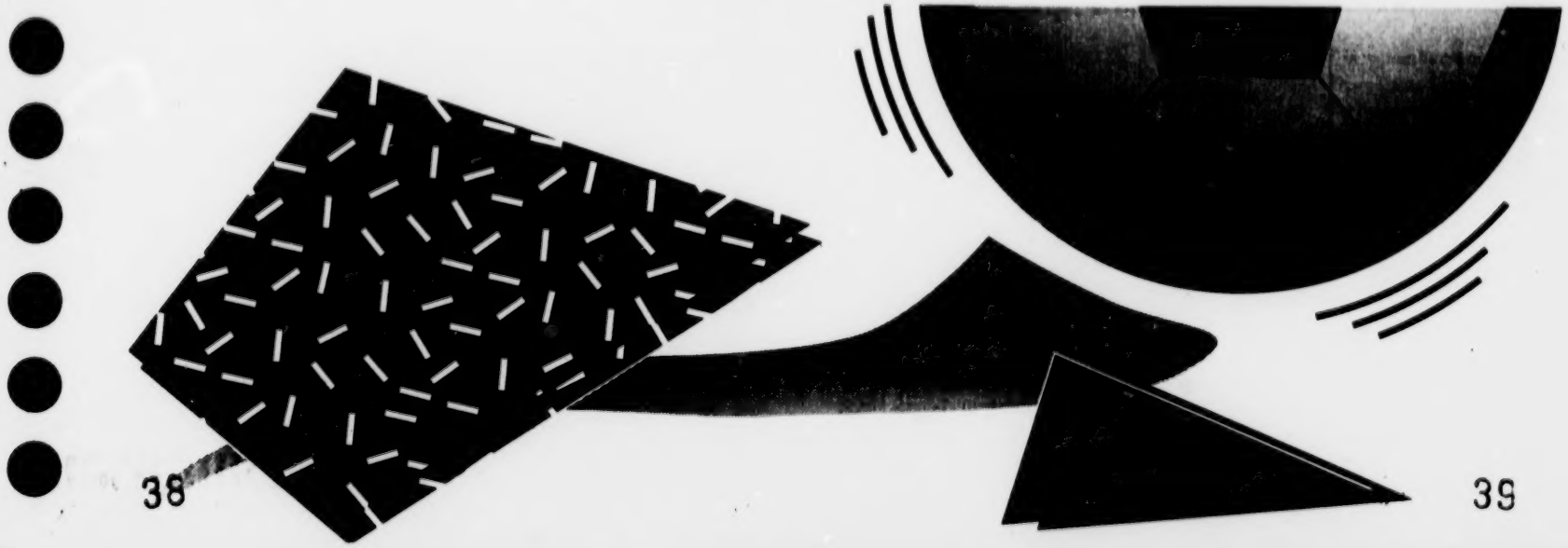
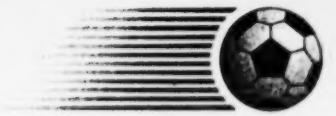
|---|---|---|---|
| Airline Security Representative - Screens passengers and visitors for weapons, explosives, or other forbidden articles to prevent articles from being taken into the area of the air terminal or on the plane. Examines pockets for forbidden articles. Directs persons to pass through metal detecting device. Asks persons to remove metal articles if metal detector goes off. Places carry on baggage or other containers onto x-ray device. Notifies security guard of forbidden articles found. | $13,000 to $16,999 Per Year | High School Graduation or less than 1 Year Vocational/Technical School | Direct Entry Position No Specific Program Of Study |
| Bailiff - Keeps order in the courtroom during trials and guards the jury from outside contact. Checks the courtroom for security and cleanliness. Makes sure the judge has all supplies needed. Makes sure courtroom rules and behavior are followed. Escorts the jury to restaurants and other areas outside the courtroom to prevent jury contact with the public. Guards the jury while they decide the verdict. | $9,000 to $12,999 Per Year | High School Graduation or less than 1 Year Vocational/Technical School | Corrections & Criminal Justice Criminal Justice Law Enforcement Administration |
| Guard - Protects or guards people and property. Investigates fires, thefts or other matters for individuals or businesses. Escorts people to protect them from bodily harm. May drive armored cars. Some guard business property against theft. EMPLOYERS: Protective services businesses; Large companies in all industries, especially schools and hospitals. | $13,000 to $16,999 Per Year | High School Graduation or less than 1 Year Vocational/Technical School | Security & Loss Prevention Services |



# Mechanical



These people like to work with machines and hand tools. Workers in this area may like using their own ideas to create and repair things. Some may even drive or operate special equipment.

**Some similar occupations are:**
Air Traffic Controller, Aircraft Pilot/Flight Engineer, Architect, Automobile Mechanic, Carpenter, Chemical Engineer, Construction Manager, Data Processing Equipment Repairer, Drafter, Upholsterer.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Construction Manager (GOLDSTAR) - Manages, plans, and directs construction projects. Serves as a consultant to the developer on matters of scheduling and coordination of all design and construction processes. Oversees crew supervisors. May specialize in highway, residential, industrial, commercial, institutional, or utilities construction. EMPLOYERS: Construction companies and contractors; Landscaping firms. | $17,000 to $21,999 Per Year | 2 to 4 Years Community College, Vocational/Technical School or University | Construction Building Technology Construction Technology, Business Administration & Management |
| Civil Engineering Technician (GOLDSTAR) - Helps civil engineer plan and build highways, buildings, bridges, dams, wastewater treatment systems, and other structures. Conducts surveys and writes reports on results. May inspect water and wastewater treatment systems to ensure pollution control. May estimate construction costs and specify building materials. EMPLOYERS: Engineering consulting firms; Government agencies; Construction contractors. | $22,000 to $26,999 Per Year | 2 to 4 Years Community College, Vocational/Technical School or University | Civil Engineering |
| Carpenter - Builds, installs, and repairs fixtures or structures of wood, plywood, wallboard, plastic or fiberglass. Follows blueprints, sketches or building plans; uses measuring instruments, power tools, and a variety of handtools to shape, assemble, install or build structures. EMPLOYERS: General Contractors, May become self-employed; Military Services. **Special Note** Apprenticeship training available. | $22,000 to $26,999 Per Year | High School Graduation or 1 or 2 Years Community College, Vocational/Technical School | Carpentry |
| Data Processing Equipment Repairer (GOLDSTAR) - Installs, modifies, and makes minor repairs to microcomputer hardware and software systems. Inspects computer equipment and order sheet listing user requirements; prepares system for delivery. May provide technical assistance on use of equipment to users. EMPLOYERS: Most are wholesalers and manufacturers of computer equipment; also computer and data processing services. | $17,000 to $21,999 Per Year | 1 to 2 Years Community College, Vocational/ Technical School | Computer Maintenance |
| Electrician (GOLDSTAR) - Installs and maintains electrical systems for climate control, communications, or security. Must be knowledgeable of state and local building codes. Reads blueprints to determine proper connection of circuits, outlets, and panel boards to transformers and circuit breakers. May specialize in maintenance or new construction. EMPLOYERS: Construction companies, public utilities, all industry. **Special Note** Apprenticeship training available. | $22,000 to $26,999 Per Year | High School Graduation or 1 or 2 Years Community College, Vocational/Technical School | Electrician |

| | | | |
|---|---|---|---|
| Machinery Mechanic, Water or Power Plant (GOLDSTAR) - Inspects, repairs and maintains electrical and mechanical equipment and parts in a power-generating station. Regularly inspects machinery and auxiliary equipment such as pumps, compressors, and pipes. Keeps complete and up-to-date maintenance records. **Special Note** Apprenticeship training available. EMPLOYERS: Most are manufacturers of all different kinds of products. Some work for utility and sanitation systems. | $17,000 to $21,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Industrial Equipment Maintenance & Repair Water Quality & Wastewater Treatment Technology |
| Optical Goods Worker - Cuts, grinds and polishes eyeglasses and contact lenses according to prescriptions. Puts lenses into frames. Uses precision machines and equipment such as special lathes. May also make telescopes and gunsights. EMPLOYERS: Manufacturers of optical instruments; Military services. **Special Note** Florida Statutes require licensure regulated by the Department of Business Professional Regulation; Apprenticeship training available. | $9,000 to $12,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School. | Optical Technology OptometricTechnology |
| Water and Wastewater Treatment Plant Operator (GOLDSTAR) - Treats water so that it is safe for drinking, fishing, or recreation. Operates equipment to remove harmful materials, chemical compounds, and micro-organisms from water. Returns water to streams, rivers, and oceans. Uses knowledge of chemistry and biology to adjust chlorine levels in water. May use a computer to help monitor equipment and processing. EMPLOYERS: Local governments; private water supply and sanitary services. **Special Note** Apprenticeship training available. | $17,000 to $21,999 Per Year | High School Graduation or 1 or 2 Years Community College, Vocational/Technical School | Water Quality & Wastewater Treatment Technology |
| Truck Driver, Light (GOLDSTAR) - Drives truck with capacity under 3 tons to transport a variety of materials. Delivers and picks up merchandise. Loads and unloads truck. Keeps travel log. **Special Note** Florida Statutes require a commercial driver's license regulated by the Department of Motor Vehicles. EMPLOYERS: Trucking companies; Businesses that manufacture and deliver goods. | $17,000 to $21,999 Per Year | High School Graduation | Truck, Bus & Commercial Vehicle Operation |
| Stock Clerk, Stockroom or Warehouse - Receives, stores, and distributes supplies, material, and equipment. Takes inventory, estimates future needs for stock. Keeps records. Orders and prices stock. Prepares lists of obsolete or surplus stock. Maintains necessary supplies. EMPLOYERS: Many industries especially building supplies, machinery manufacturing, and freight transportation and warehousing; Military services. | $13,000 to $16,999 Per Year | High School Graduation | Direct entry position No required training |
| Optician, Dispensing and Measuring (GOLDSTAR) - Designs, fits and adapts lenses and frames according to optical prescription. Recommends specific lenses for safety and efficiency. Assists client in selecting frames. May measure client's bridge, eye size, temple length, or cornea. Provides instructions to optical lab to grind and fit lens to frame. **Special Note** Florida Statutes require licensure regulated by the Department of Business and Professional Regulation. Apprenticeship training available. EMPLOYERS: Optometrists; Optical stores. | $22,000 to $26,999 Per Year | 1 to 2 Years Community College Vocational/Technical School | Optician |

# Industrial

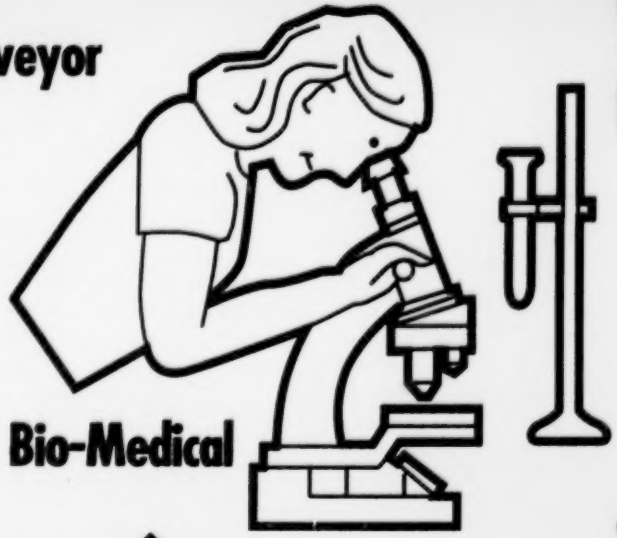
These people like doing the same things over and over by following a set of directions. They may work in a factory setting which produces products in large amounts. Some may operate machines. Others inspect, test, weigh or sort products.

**Some similar occupations are:**
Assembler (product), Automobile Assembler, Baker, Butcher, Cannery Worker, Chemical Plant Operator, Electrical and Electronic Technician, Furniture Assembler, Press Machine Operator, Printing Press Operator.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Electrical and Electronic Equipment Assembler - Assembles or modifies electrical or electronic equipment parts. Missile control systems, radio and test equipment, computers, radar, sonar, or appliances are assembled and tested. May assemble electrical equipment for machinery. EMPLOYERS: Manufacturers of office and computing machines, professional and scientific instruments and other electrical/ electronic machinery and equipment. | $9,000 to $12,999 Per Year | High School Graduation | Industrial Electronics |
| Butcher - Cuts meat into sections using knives, saws, slicers, and power cutters. Cuts, trims, and bones sections of meat to make roasts, steaks and other pieces. Work in restaurants, slaughter houses or meat packing firms. **Special Note** Apprenticeship training available. EMPLOYERS: Meat product manufacturers; Grocery stores; Meat markets. | $13,000 to $16,999 Per Year | High School Graduation plus Apprenticeship (2-5 Years) | Meatcutting |
| Chemical Plant and System Operator - Operates equipment to produce chemicals such as sulfuric acid. Sets controls to regulate pressure, temperature, and flow of materials through equipment. Tests chemicals for conformity to plant standards; collects samples for laboratory analysis. Keeps records of test results, instrument readings. EMPLOYERS: Manufacturers of Industrial organic and inorganic chemicals and plastics. | $17,000 to $21,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Chemical Technology |
| Packaging and Filling Machine Operator - Operates or tends machines such as preservative filling machines, wrapping machines, or stuffing machines. May fill medicine capsules, stuffed toys, package food, or tobacco products. Loads materials. Sets controls, and clears machine jams if necessary. EMPLOYERS: This occupation is found in many industries. The largest include food product manufacturers and makers of chemicals and related products. | $13,000 to $16,999 Per Year | High School Graduation | Direct Entry Job No Required Related Training |
| Vehicle Washer or Equipment Cleaner - Cleans machinery and equipment. Some clean such items as storage tanks and filter screens. Others clean equipment ranging from vehicles and plant machinery to ovens and pipelines. Water, cleaning agents, brushes, cloths, and hoses are used. EMPLOYERS: Car and truck dealers; Car washes; Transportation equipment manufacturers. | $9,000 to $12,999 Per Year | High School Graduation | Direct Entry Job No Required Related Training |

# Some Jobs That Require Post Secondary Education

Surveyor

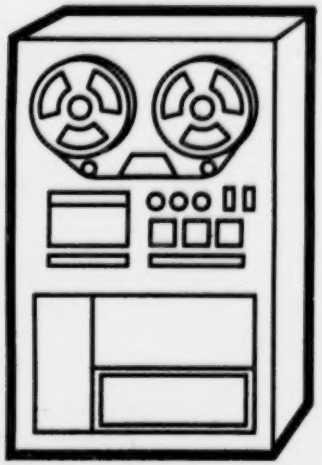


Bio-Medical

Computer

Correctional Officer

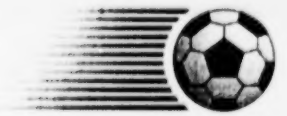
Systems Analyst



Hotel/Restaurant Management

Claims Adjuster

# Business Detail



These people like to work with people. They also like organized activities that pay attention to detail. They may type, file or use office machines. Others may answer questions, fill orders and handle complaints.

**Some similar occupations are:**
Bank Teller, Cashier, Computer Operator, Driver's License Examiner, File Clerk, Medical Records Clerk, Postal Mail Carrier, Secretary, Stenographer, Tax Preparer.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Executive Secretary - Keeps official corporation records and carries out administrative policies that are determined by officials. Distributes memos to workers. Plans conferences. Directs the preparation of records, such as notices, minutes, and stock issues and transfers. Prepares and files corporate legal documents. | $22,000 to $26,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Word Processing Business Studies Administrative Assistant |
| Legal Secretary (GOLDSTAR) - Prepares, transcribes, distributes and files summonses, complaints, motions and subpoenas. Is familiar with legal terminology, procedures and documents. May review legal publications. May record and prepare minutes of meetings. May use a computerized word processing program, computerized billing program and electronic dictation equipment. **Special Note** Apprenticeship training available; Certification available. EMPLOYERS: Private Law offices; Government agencies. | $17,000 to $21,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Administrative Assistant Secretarial Science Business Studies |
| Medical Secretary (GOLDSTAR) - Performs secretarial duties using knowledge of medical terms and hospital, clinical, and laboratory procedures. Transcribes dictation, prepares reports and makes appointments. May use a computer to prepare correspondence, compile medical charts; prepare bills for medical services. Works as a team member with professional and clerical staff to maintain office efficiency. **Special Note** Apprenticeship training available. EMPLOYERS: Doctor's offices; Hospitals; Clinics; Medical laboratories. | $17,000 to $21,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Medical Secretarial Secretarial |
| Secretary, Except Legal and Medical (GOLDSTAR) - Composes, types and files information maintained by managers or other professional staff. Takes dictation in shorthand or uses a dictaphone. May use a computer to prepare correspondence for signature, take messages, or schedule travel or meetings. May answer phones, give information to callers and take messages. Works as a team member in an office, assisting with administrative or clerical work as necessary. EMPLOYERS: Government, Schools, Hospitals, private business. | $17,000 to $21,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Word Processing Business Studies Administrative Assistant |

| | | | |
|---|---|---|---|
| **Claims Examiner, Insurance (GOLDSTAR)** - Investigates questionable claims to determine that payments have been made in accordance with company policy. Consults attorneys, claimants, and policy files to verify information on a claim. Maintains reports on settled claims. Claims examiners may supervise claims adjusters. EMPLOYERS: Insurance companies ** Special Note ** Florida Statutes require licensure regulated by the Department of Insurance. | $17,000to $21,999 Per Year | High School Graduation or 2 to 4 Years Community College, Vocational/Technical School or University | Insurance & Risk Management |
| Credit or Loan Clerk - Gathers documents, prepares papers, and processes applications for people applying for loans and credit. Interviews applicants to obtain necessary information, types forms and related correspondence, notifies customers of status. EMPLOYERS: Credit agencies and banks. | $9,000 to $12,999 Per Year | High School Graduation or less than 1 Year Community College, Vocational/Technical School | Financial Services Marketing |
| Medical Record Technician - Keeps permanent medical records of patients in a health care delivery system. Assigns a code number to all medical procedures (such as X-ray and testing) as related to patient's condition and treatment. Compiles statistics and records. May use a computer to store and retrieve coded information. EMPLOYERS: Hospitals, Outpatient care facilities, Psychiatric facilities, Doctor's offices, Insurance companies, Law offices, Military Services. | $17,000 to $21,999 Per Year | 1 to 2 Years Community College Vocational/Technical School | Medical Records Administration |

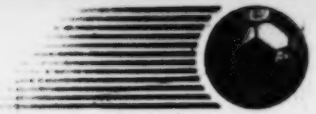
# Selling

These people like influencing others to buy things. They like to motivate and communicate with people. They may sell in stores, offices or customer's homes. Some may do legal work, business negotiations and advertising.

**Some similar occupations are:**
Insurance Sales Agent, Manufacturer's Representative, Real Estate Sales Agent/Broker, Retail Sales Person, Sales Representative (Computer), Salesperson (Parts), Salesperson (Women's Apparel), Travel Agent, Wholesale and Retail Buyer.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Advertising Sales Agent - Calls on businesses to sell advertising materials and services. May sell art work for printed advertisements, time on radio and TV, or space in newspapers or magazines. May arrange leases for outdoor advertising such as signs, billboards, or park benches. EMPLOYERS: Advertising agencies; Sign and billboard companies; Radio and TV companies. | $9,000to $12,999 Per Year | High School Graduation or 2 to 4 Years CommunityCollege, Vocational/Technical School or University | Public Relations |
| Insurance Sales Agent - Sells or advises clients on life, automobile, homeowners' and other types of insurance. May work as an independent insurance broker or may be employed by an insurance company. May use a computer to maintain client files, keep track of changes in clients' policies, or prepare reports. EMPLOYERS: Insurance brokers and agencies; Self-employed. | $17,000 to $21,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Insurance & Risk Management |
| Sales Representative, Computer and EDP Systems - Sells computers and electronic data processing systems to business or industrial establishments. Studies customer's needs and recommends computer system that best meets customer's requirements. Emphasizes saleable features, such as flexibility, cost, capacity, and economy of operation. Consults with staff engineers on highly technical problems. | $13,000 to $16,999 Per Year | Undergraduate Degree | Many Undergraduate Degrees Are Suitable |
| Real Estate Sales Agent or Broker - Assists clients in the buying or selling of a home or property. Brokers may rent or manage properties, make appraisals, or manage Real Estate Agents. May arrange for home loans or property title searches. Agents are independent sales workers. **Special Note** Florida statutes require licensure by the Department of Business and Professional Regulation. EMPLOYERS: Real Estate agencies; Self-employed. | $17,000 to $21,999 Per Year | High School Graduation or 2 to 4 Years Community College, Vocational/Technical School or University | Real Estate |
| Retail Sales Person - Sells a variety of products to customers in such places as department stores, drugstores, and grocery stores. Shows items to customers and helps them decide what to buy. May stock shelves, package purchases and take payment. EMPLOYERS: Department stores; Clothing stores; Sporting goods stores; Book stores; Furniture stores; Military Services; Some are self-employed. | $9,000 to $12,999 Per Year | High School Graduation or less than 1 Year Community College, Vocational/Technical School | Retailing Operations |
| Salesperson, Automobiles - Sells new or used motor vehicles, such as automobiles, trucks, or motor- cycles. Finds out the type of car a customer wants. Points out the operational qualities of the car. Determines a fair selling price and has it aproved by the manager. Fills out the forms used to register a car and obtain a license plate. | $13,000 to $16,999 Per Year | High School Graduation | Direct Entry Job No Required Related Training |

# Accommodating



**These people like serving others. They like showing patience and working closely with others. They may work in hotels, restaurants, and airplanes. Others enjoy improving the appearance of others by doing hair, nails or makeup.**

**Some similar occupations are:**
Barber, Bartender, Bus Driver, Cruise Director, Flight Attendant, Funeral Attendant, Manicurist, Masseur/Masseuse, Social Director, Waiter/Waitress.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Barber - Washes, cuts, trims, and styles hair. May fit hairpieces, give hair and scalp treatments, facial massages, and shaves. Keeps work area clean; keeps scissors, combs, and brushes sanitized and in good condition. May sell lotions or tonics. May specialize in razor techniques. **Special Note** Florida Statutes require licensure regulated by the Department of Business and Professional Regulation. Apprenticeship training available. EMPLOYERS: Barber shops | $17,000 to $21,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Barber |
| Cosmetologist or Hairdresser - Shampoos, cuts, and styles hair and advises on hair care. Shampoos and styles wigs and hairpieces. May straighten curl, bleach, or color hair. May give manicures or pedicures. May advise on the use of make-up. May specialize in skin cleansing as esthetician. May specialize in hair removal as electrologist. EMPLOYERS: Beauty shops; Large department stores with cosmetic departments and beauty salons; Self-employed. **Special Note** Florida Statutes require licensure regulated by the Department of Business and Professional Regulation. Apprenticeship training available. | $17,000 to $21,999 Per Year | 1 to 2 Yrs Community College, Vocational/Technical School | Cosmetology Barber |
| School Bus Driver - Takes students to schools in the morning and returns them to their bus stop location at the end of each school day. Maintains order during the trip and follows safety rules when loading and unloading students. **Special Note** Florida Statutes require a commercial driver's license regulated by the Department of Motor Vehicles. EMPLOYERS: School systems; Companies that provide school bus services. | $9,000 to $12,999 Per Year | High School Graduation | Truck, Bus & Commercial Vehicle Operator |
| Customer Service Clerk - Takes orders for special items such as gift wrapping, or decorated cakes. Prepares order forms and tracks service. Notifies customers when service is complete and accepts payment. May handle customer complaints. EMPLOYERS: Grocery stores; department stores; public utilities. | $9,000 to $12,999 Per Year | High School Graduation or less than 1 Year Community College, Vocational/Technical School | Fashion Merchandising |
| Massage Therapist - Manipulates tissues of the human body using the hand, boot, arm, or elbow. Manipulation may be accompanies by hydrotherapy (water), colonic irrigation, and electrical or mechanical devices. Massage therapy may also include the application of a chemical or herbal preparation to the body. EMPLOYERS: Health resorts; Passenger ship lines; Self-employed. **Special Note** Florida Statutes require licensure regulated by the Department of Business and Professional Regulation. | $9,000 to $12,999 Per Year | 1 to 2 Years Communty College, Vocational/Technical School | Massage |

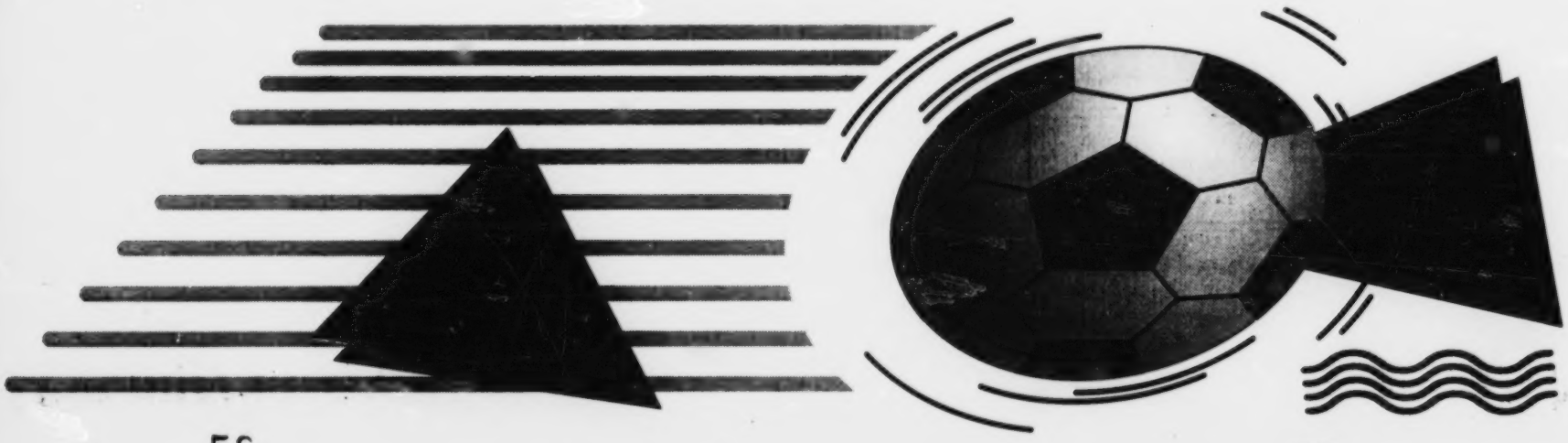
# Humanitarian

These people like providing comfort and care to others. Some work in religion or counseling. They also work in therapy or rehabilitation fields.

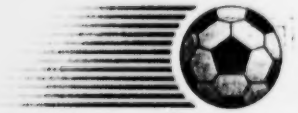
**Some occupations are:**
Child Care Aide, Clergy, Electrocardiography Technician, Emergency Medical Technician, Licensed Practical Nurse, Psychologist (Clinical), Radiological Technologist, Registered Nurse, Social Worker.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| School Psychologist - Evaluates the needs of average, gifted, handicapped, and disturbed children within an educational system or school. Plans and carries out pro grams to enable children to attain maximum achievement and adjustment. EMPLOYERS: Elementary and secondary schools. ** Special Note ** Florida Statutes require licensure by the Department of Business and Professional Regulation. | $40,000 to $49,999 Per Year | 5 or more Years University | Developmental & Child Psychology<br>School Psychology<br>Educational Psychology<br>Psychology |
| Dental Hygienist (GOLDSTAR) - Assists dentist with dental care and teaches patients how to practice good oral hygiene. Examines teeth and records any instance of decay or disease for diagnosis and treatment by dentist. May develop x-ray film, remove plaque from teeth, and apply fluoride and sealants. **Special Note** Florida Statutes require licensure regulated by the Department of Business and Professional Regulation. EMPLOYERS: Dentists' offices. | $22,000 to $26,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Dental Hygiene |
| Licensed Practical Nurse (GOLDSTAR) - Cares for sick, injured, convalescing, or handicapped people under the direction of a physician or registered nurse. Takes temperature, blood pressure, pulse, and respiration and records the condition of patient. LPN's help patients with dressing, bathing and personal hygiene. **Special Note**Florida Statutes require licensure regulated by the Department of Business and Professional Regulation. Apprenticeship training available. EMPLOYERS: Hospitals, Doctors offices and clinics. | $17,000 to $21,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Practical Nurse (L.P.N. Training) |
| Radiologic Technologist (GOLDSTAR) - Takes X-rays for use in diagnosing and treating medical problems. Explains procedures and positions patient's body so that the correct parts can be radiographed. Shields exposed areas with lead apron to prevent unnecessary exposure to radiation. Develops X-ray film. Is also called Radiographer. **Special Note** Florida Statutes require licensure regulated by the Department of Health and Rehabilitative Services. EMPLOYERS: Hospitals; Doctors' offices, clinics, laboratories. | $22,000 to $26,999 Per Year | 2 to 4 Years Community College, Vocational/Technical School or University | Nuclear Medical Technology<br>Medical Radiation Dosimetry<br>Radiologic (medical) Technology - |

| | | | |
|---|---|---|---|
| **Registered Nurse (GOLDSTAR)** - Provides care for the sick or injured and helps people to stay well. Observes and records symptoms, reactions, and progress of patients. Gives medication to patients and instructs them and their families in proper health care. Works as a team member with the physician and other health care personnel ** Special Note ** Florida Statutes require licensure regulated by the Department of Business and Professional Regulation. EMPLOYERS: Hospitals; Doctors' offices; Clinics; Military Services. | $27,000 to $32,999 Per Year | 2 to 4 Years Community College, Vocational/Technical School or University | Nursing |
| Respiratory Therapist (GOLDSTAR) - Evaluates and treats patients' breathing problems such as asthma, or emphysema. May treat patients who suffer from stoke, drowning, or shock. Uses a ventilator to pump pressurized oxygen through a tube into patient's lungs. Samples blood to test the oxygen and carbon dioxide levels. Reports results to physician. **Special Note** Florida Statutes require licensure regulated by the Department of Business and Professional Regulation. EMPLOYERS: Hospitals, medical equipment rental companies, home health agencies. | $27,000 to $32,999 Per Year | 2 to 4 Years Community College, Vocational/Technical School or University | Respiratory Therapy |
| Electrocardiograph Technician - Operates an electrocardiograph machine to record variations in heart muscle activity. Diagnoses heart ailments, heart disease, or monitors effects of medication on heart activity. Must be knowledgeable of heart and chest anatomy; selects locations on patient's chest to attach electrodes. EMPLOYERS: Most work in hospitals; some work in clinics and cardiologists' offices; Military Services. | $13,000 to $16,999 Per Year | 1 to 2 Years Communty College, Vocational/Technical School | Electrocardiogaph Technology |



# Leading/Influencing



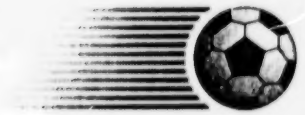
These people like leading and influencing others through verbal and numerical abilities. They also like to motivate and persuade people. Some work in administration or management. Others may prefer technical detail and work in finance or law. They also help others to learn.

**Some similar occupations are:**
Computer Programmer, Education Specialist, Funeral Director, Hotel/Motel Manager, Lawyer, Legislative Assistant, Librarian, Principal, Reporter, Teacher (Secondary School).

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Computer Programmer (GOLDSTAR) - Writes computer programs to help solve math, engineering, and scientific problems or to help businesses handle tasks such as audits or payroll. Writes a program for each problem, breaking each into a series of coded instructions. **Special Note** Apprenticeship training available; Certification available. EMPLOYERS: Computer and data processing services; Insurance carriers; Government agencies; Military service. | $27,000 to $32,999 Per Year | 2 to 4 Years Community College, Vocational/Technical School or University | Computer Programming |
| Systems Analyst (GOLDSTAR) - Analyzes business requirements for a data processing system that will handle a new or increased information processing load. May plan layout and installation of a new computer system or suggest new software for existing system. May prepare a cost-benefit analysis for management to consider. May recommend hardware, software, or peripherals for specific jobs. EMPLOYERS: Data processing services; Government agencies; Banks; Insurance companies, Hospitals, School systems. | $33,000 to 39,999 Per Year | Undergraduate Degree | Microcomputer Applications, Computer & Information Sciences, Computer Systems Analysis, Computer Programming |
| Paralegal (GOLDSTAR) - Assists lawyers and others in the legal field. Searches for public records and prepares lists or summaries of legal documents. Helps lawyers prepare drafts of legal documents such as briefs, wills, contracts, sworn statements. Also called Legal Assistant. **Special Note** Apprenticeship training available. EMPLOYERS: Private law firms; Government agencies; Insurance carriers. | $17,000 to $21,999 Per Year | 1 to 2 Years Community College, Vocational/Technical School | Paralegal/Legal Assistant |
| Personnel, Training and Labor Relations Mgr. (GOLDSTAR) - Plans, directs, or coordinates the personnel, training or labor relations activities of an organization. Develops employment rights, benefits policies and salary schedules. Directs the selection, training, and evaluation of employees and advises employees of those policies. EMPLOYERS: Large companies with personnel offices; Government agencies. | $33,000 to 39,999 Per Year | Undergraduate Degree | Business Administration & Management, Labor/Industrial Relations, Organizational Behavior, Human Resources Management, Personnel Management |

| | | | |
|---|---|---|---|
| Accountant or Auditor (GOLDSTAR) - Analyzes future financial needs, negotiates with banks, and manages cash flow as a Corporate Finance CPA. Prepares individual or business profit and loss statements and tax returns as a Tax CPA. Auditors analyze financial transactions of a business and ensure that the company's financial status is reported fairly to stockholders. **Special Note** Florida Statutes require licensure regulated by the Dep[illegible]ment of Business and Professional Regulation. EMPLOYERS: All public and private companies, government, education. | $22,000 to $26,999 Per Year | Undergraduate Degree | Accounting, Bookkeeping & Related Programs |
| Medicine and Health Services Manager (GOLDSTAR) - Plans, manages and coordinates health care delivery in a hospital or community health clinic. May direct collection and analysis of data used for budgeting and program planning. May manage a specific area such as nursing home care, or finance. Works as a team member with medical staff to establish policy. EMPLOYERS: Hospitals; Medical Clinics; Nursing homes. | $17,000 to $21,999 Per Year | Undergraduate Degree | Hospital/Health Facilities, Administration, Health Care Administration |
| Reporter or Correspondent - Collects and analyzes facts about newsworthy events. Conducts interviews and investigations. Writes newspaper, magazine, radio and television stories. Refers stories to the publication editor for review and approval. EMPLOYERS: Newspapers; Radio; Television; Magazines; Wire services; Military. | $13,000 to $16,999 Per Year | Undergraduate Degree | Journalism, Broadcast Journalism, English Language & Literature |
| Marketing, Advertising, Public Relations Mgr. ( GOLDSTAR) - Plans, organizes, and directs marketing and public relations activities for a business, agency, or organization. Develops advertising and pricing strategies to maximize profits of sales. Consults with sales and product development managers to plan services, monitor consumer trends and discuss needs for new products. EMPLOYERS: Manufacturing firms; Wholesale and retail establishments; Advertising agencies. | $17,000 to $21,999 Per Year | Undergraduate Degree | Marketing |
| Customs Inspector - Enforces the laws which govern U.S. imports and exports. Counts, weighs and samples commercial cargos entering and leaving the U.S. to figure the amount of tax that must be paid. Inspects baggage and articles worn or carried by the passengers or crew of ships, aircraft and motor vehicles. Writes reports of findings and violations. Seizes illegal or undeclared merchandise. Arrests persons involved with breaking any customs laws. EMPLOYERS: Federal government. | $22,000 to $26,999 Per Year | Undergraduate Degree | Many Degrees Are Acceptable |

# Physical Performing



These people like performing before an audience. They like excitement, thrills, and pleasing their audience. Some workers in this area use a musical or athletic ability.

**Some similar occupations are:**
Coach, Professional Athlete, Scout (Professional Sports), Automobile Racer, Stunt Performer.

| Title - Description | Beginnng Annual Earnings | Education Level | Subjects |
|---|---|---|---|
| Coach - Analyzes performance and instructs athletes in game strategies and techniques. Prepares them for competition. Coaches players individually or in groups. Demonstrates techniques. Oversees the daily practice of players. EMPLOYERS: Professional sports teams; Schools and universities; Recreation departments. | $22,000 to $26,999 Per Year | Undergraduate Degree | Physical Education Teaching & Coaching |
| Scout, Professional Sports - Searches for talented players and judges their athletic skills to decide on their fitness and potential for professional sports. Negotiates with players to get their services for a certain team. Watches a player's performance and reviews past records. Arranges terms on a contract with a player or the player's manager. Reports to the team managers results from the scouting assignments, such as the picking or rejection of players studied and interviewed. EMPLOYERS: Professional sports teams; Schools and universities; Recreation departments. | $17,000 to $21,999 Per Year | High School Graduation | Direct Entry Job No Required Related Training |

# Decisions, Decisions...

Making a decision can be hard. Sometimes it seems that there is no choice. Sometimes it seems that there are so many choices that choosing the right one is impossible. But there are ways to make decisions carefully. Here is a decision making model (model means formal plan) that will teach you to make good, careful decisions. Remember that some decisions are very important and can affect the rest of your life. Others are not so great, but every choice is important.

| DECISION-MAKING MODEL | | | | | | |
|---|---|---|---|---|---|---|
| **1** | **2** | **3** | **4** | **5** | **6** | **7** |
| **State the problem clearly** | **Search for alternatives** | **List the pros & cons for each alternative** | **Implement the best alternative** | **Check decision with trusted authority** | **Check place of action** | **Check results** |

1. What is the goal? What do you want to happen? What needs should be met?
2. List as many possible choices and alternatives as you can think of. This should be a creative process—write everything down as it comes to mind.
3. What will happen if you make each of these choices? What would be the course if you made these choices?
4. After thinking about the outcome of each possible choice, decide which would be the best choice.
5. It is often helpful to get a second opinion from someone whose opinion you value and trust. They may know some alternatives you haven't thought of, or see another way of looking at the problem.
6. Make your decision and act on it.
7. Evaluate the outcome. Was it the right choice? Did what you anticipate happen? If your action didn't solve the problem, choose another and start again.

This sounds like a lengthy process, but really can take just a few seconds ("look before you leap"), or months or even years for important decisions that can affect the rest of your life, such as choosing a career. Remember to identify the problem, collect information about it, think about possible outcomes, and make the best choice possible. If that choice doesn't turn out as you expected, go through the cycle and choose again. Don't be discouraged if your first choice isn't the right one. We almost always get a second chance, but if you think carefully before you act, chances are good that your first choice will be the right choice.

# Be at the Right Place at the Right Time

As you grow older, you will be more and more responsible for your own time. Parents and teachers will be letting you have more and more control over what you do and when you do it. This is good preparation for your adult life—when you are on your own, you will choose what to do and when. You will be responsible for your own actions. This is a good part of being grown, but remember that freedom comes with responsibility. Making and keeping a schedule will help you keep track of your time, and make sure that all your schoolwork is done in time, so that you can contribute to your home by doing your assigned chores, and still have lots of free time for pleasure and recreation. As a student, your homework is your "job" for now. Making a study schedule will keep you on the right track, and make the transition from school to work much easier. Using this form, plan a study schedule for yourself. If a schedule doesn't work for you the first time, refine it until it does. And remember—it takes about three weeks for something to become a habit. Keep with it and it will become natural to you.

| Tim's Schedule | |
|---|---|
| 9:05-3:15 | School |
| 3:15-4:15 | Track practice |
| 4:15-4:45 | Free time |
| 4:45-5:15 | Homework |
| 5:15-6:00 | Chores |
| 6:00-6:45 | Dinner |
| 6:45-7:45 | Homework |
| 7:45-9:00 | Freetime |
| 9:00 | Bedtime |

## Helpful Rules for Studying

- Make sure you study regularly.
- Set aside enough time to do all your homework (at least one hour each day).
- Decide how much time you need to spend on each subject.
- Spend the most time on the subject that is most difficult.
- Do the hardest assignments first.

## MAKING A SCHEDULE

| Monday/Homework time: | |
|---|---|
| 3:00 | 7:00 |
| 4:00 | 8:00 |
| 5:00 | 9:00 |
| 6:00 | 10:00 |
| **Tuesday/Homework time:** | |
| 3:00 | 7:00 |
| 4:00 | 8:00 |
| 5:00 | 9:00 |
| 6:00 | 10:00 |
| **Wednesday/Homework time:** | |
| 3:00 | 7:00 |
| 4:00 | 8:00 |
| 5:00 | 9:00 |
| 6:00 | 10:00 |

| Thursday/Homework time: | |
|---|---|
| 3:00 | 7:00 |
| 4:00 | 8:00 |
| 5:00 | 9:00 |
| 6:00 | 10:00 |
| **Friday/Homework time:** | |
| 3:00 | 7:00 |
| 4:00 | 8:00 |
| 5:00 | 9:00 |
| 6:00 | 10:00 |
| **Saturday/Homework time:** | **Sunday/Homework time:** |
| (choose your own hours) | (choose your own hours) |

# The Florida Academic Scholars' Certificate Program and the Florida Undergraduate Scholars' Fund.

The Florida Academic Scholars' Certificate Program was created to recognize and reward Florida students who excel in academics during high school. By receiving the Florida Academic Scholars' Certificate, you are guaranteed automatic admission to a state university or community college, if other qualifications are met.

Receipt of the certificate also qualifies you for the Florida Undergraduate Scholars' Fund, a renewable state sponsored academic scholarship, provided you submit an application prior to the deadline. Other ways to qualify for the scholarship are: a) be recognized as a finalist by the National Merit Scholarship Program or the National Achievement Scholarship Program for Outstanding Negro Students or b) have attained a 3.5 grade point average on an unweighted 4.0 scale and a score or 1200 on the SAT or 29 on the ACT or c) have received the International Baccalaureate Diploma.

To be eligible for the Florida Academic Scholars' Certificate Program, you need to start planning now. Required coursework begins in the ninth grade. In addition to meeting academic criteria, a new community service requirement has been added. Beginning with the 1996-1997 graduating class, you will have to earn a minimum of 75 hours of community service by the time you apply for the certificate. Complete requirements are listed below:

- Complete a 26 credit program of advanced studies that are listed in the 1993-1994 Course Code Directory
- Obtain at least a 3.0 grade point average on an unweighted 4.0 scale
- Receive no final course grade below a "C"
- Obtain a composite score of 1100 or higher on the SAT or 27 or higher on the ACT
- Be officially nominated by the public school superintendent or nonpublic school head administrator within 30 days after graduation
- Earn a minimum 75 hours of community service, effective for the 1996-1997 graduating class

  OR
- Receive an International Baccalaureate Diploma

The Florida Academic Scholars' Certificate Program has opened the door for thousands of Florida high school students to attend postsecondary schools in Florida. Be sure to take advantage of this unique opportunity available to you. See your guidance counselor now so that you will be ready to begin your approved curriculum and community service activities as soon as you start the ninth grade.

# Careers in Dentistry

One of the most rewarding of the health care professionals is the field of dentistry. Dental care is an important aspect of a persons total well-being. Proper care of one's teeth and gums, leads to a better life.

Dentistry has many avenues of opportunity. There are general dentists, dental specialists and allied dental care workers.

General dentists are the most common. approximately 90 percent of all dentists are generalists. They deal with all types of dental procedures. A general dentist may limit his or her practice to a specific field, but most provide preventive, restorative and surgical dental treatment.

Preventive procedures include cleaning teeth, placing sealants on teeth to protect them from decay, prescribing fluoride treatments, etc. Many of these tasks are delegated by the general dentist to the dental hygienist. The dental hygienists concentrate on making sure people's teeth and gums are healthy, before the dentist does an examination and any necessary treatment.

Restorative treatment consists mainly of filling cavities with silver or composite materials. It could also include doing a crown (cap) or bridge to fill spaces where natural teeth are missing. It can also include placing dentures when all the persons top and/or bottom teeth are gone.

Surgical care could include the extraction of teeth, root canals and eliminating diseases of the gums. Usually, these procedures are referred to dental specialties. They include dental facial orthopedics, pediatric dentistry, endodontics, prosthodontics, periodontics, oral and maxillofacial surgery, public health and oral pathology.

Dental facial orthopedists (orthodontists) are trained to straighten teeth. they do this by using braces and bands to move the teeth to give the person a more perfect bits.

Pediatric dentists are trained to deal with children's dental needs. They are experienced in all facets of children's preventive and restorative care.

Endodontists are experts in saving permanent teeth whose roots die. They do root canal surgery which preserves the tooth by replacing its dead nerve with a medicinal material.

The prosthodontist concentrates on replacement or reconstructing teeth. He or she does this through the placement of crowns, bridges, dentures and implants.

The periodontist is a gum specialist. He or she is involved with surgery of the gums to cure disease. Periodontal surgery helps people who had gum disease keep their natural teeth.

The oral and maxillofacial surgeon is involved with many major surgical procedures. The oral surgeon will usually be the dentist who removes wisdom teeth under local or general anesthesia. He or she is also qualified to reset broken jaws and to do full facial reconstruction for persons who have been in accidents where they injured their face. The oral and maxillofacial surgeon has the most training and education of any dentist.

Besides the dental hygienists, the rest of a dentist's staff can include the dental assistant, dental laboratory technician,

office manager and receptionist. These individuals make up what is known as the dental team.

The dental assistant is the person who assists the general dentist or specialist in working directly with patients in the dental office. He or she will also be in charge of ensuring that the dental office is clean and free from germs. This is done through various sterilization and disinfection methods.

The dental lab technician works in a laboratory and makes the crowns, bridges, dentures, orthodontic bands, implants, etc. The dentist will make models of the persons mouth and forward them to the lab technician with instructions on what type of appliance needs to be made.

Office managers are in charge of patient billings, personal and payroll, employee benefits, and property management. A lot of their time is also spent filing dental insurance claims for patients. The receptionist greets patients, answers the telephone and sets appointments for the dentist and dental hygienist.

Persons interested in a career in any of these disciplines of dentistry should have an interest in science and math. Especially important are subjects such as anatomy, biology, physiology and chemistry.

Graduation from high school with college preparatory courses is essential. Students will need four years of under-

graduate training in a pre-dental or pre-medical course of study at a college or university. Once accepted into dental school, four or more years of study is taken in all dental related subject areas.

Those persons wishing to be dental specialists must take an additional two years of post-graduate studies. Oral surgeons must do residency and intern programs.

Upon graduation from dental school a person receives a Doctor of Dental surgery (DDS) or Doctor of Medicinal Dentistry (DMD) degree. These degrees are the same.

Before being able to practice, a dentist must be licensed by the state. In order to be licensed to practice dentistry, the dentist must pass a state and national Board examination.

Dental hygienist receive two years training at a community college. They earn an Associate of Science (AS) degree. Dental hygienists must also pass state and national Board examinations and be licensed.

The dental assistant earns a certificate and does formal training at a community college or vocational-technical school. In Florida, some dental assistants are also trained on-the-job or at proprietary schools. Dental assistants are not licensed.

Dental lab technicians must have two years training to be certified. They receive training at community colleges or vocational-technical schools.

Tuition for the various careers in dentistry vary. Dental school fees average about $20,000 per year. Dental hygiene education costs about $1,500 per year and dental assisting about $1,300. Completion of dental laboratory technology training can cost from $3,000 to $5,000.

Income for a dentist also varies by type of practice. Most general dentists will average a net income of over $70,000 after about five years in practice. The income for specialists is progressively higher.

Dental hygienists earn from $20,000-$25,000; dental assistants $12,000-$15,000; and dental lab technicians $15,000 to start a year.

There are numerous opportunities for persons seeking careers in the dental field. For further information contact the Florida Dental Association, 1111 E. Tennessee St., Suite #102, Tallahassee, FL 32308 or call (904) 681-3629

# After Graduation What's Next?

Your first step to success in getting started in the world of work is graduation from high school. Most jobs require some type of education or training program. These programs include vocational- technical centers, community colleges, universities, military or apprenticeships.

## Public Vocational-Technical Center

An area vocational-technical center is a specialized school designed mostly to provide training for a specific job. An area vocational center offers courses in agriculture, business education, health occupations and public service, home economics, and industrial education. Vo-Techs also offer many general education and apprenticeship programs.

## Community Colleges

Community Colleges offer students preparation for transfer to a university and for entry into jobs requiring special skills. Students may earn an Associate in Arts (AA) or Associate in Science (AS) degree at the successful completion of a two-year program of studies. You may also earn a certificate through a specialized vocational program such as laser optics, radiology, or law enforcement. The primary way that students gain access to four-year degree programs is through one of Florida's twenty-eight Community Colleges.

## Universities

A university is an institution of higher learning that offers baccalaureate and selected graduate degrees. Each of Florida's nine public universities is accredited by the Southern Association of Colleges and Schools, and most specialized and professional programs are also accredited by accrediting organizations. Each state university has a limit on the number of students who may be admitted as freshmen. The Florida Board of Regents has established minimum state level admission policies for students entering college for the first time or transferring without an AA degree from a Florida public community college.

## Military

The military offers excellent learn and earn opportunities. Through classroom and on-the-job training, recruits learn the skills they will need to perform their job duties. Most training lasts from 10 to 20 weeks. Classroom training emphasizes hands-on activities and practical experience, as well as textbook learning. Civilian employers consider military training excellent preparation for civilian occupations. For more information contact a local recruiter.

## Apprenticeships

Apprenticeships are on-the-job training. It is training that occurs after you are hired and as you actually do your job. Training is usually done under the instruction of an experienced worker. There are over 700 occupations in Florida that can be learned through a Registered Apprenticeship Training Program. For more information about apprenticeship programs, you can talk with your guidance counselor or occupational specialist.

**Find and circle the careers described below the puzzle.**

| T | U | S | K | L | L | V | X | N | O | P | E | I | T | I |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| A | B | S | T | O | R | E | M | A | N | A | G | E | R | T |
| X | B | O | F | A | K | T | U | C | N | A | V | L | A | M |
| L | E | O | N | N | A | T | A | C | T | O | R | A | B | E |
| A | A | O | F | O | B | V | B | O | X | D | B | X | N | C |
| N | U | T | F | F | C | R | B | U | Y | E | R | T | R | H |
| N | T | L | N | F | A | E | T | N | I | H | O | G | R | A |
| O | I | J | K | I | P | P | A | T | T | Z | K | A | E | N |
| U | C | T | A | C | A | A | L | A | M | L | E | L | F | I |
| N | I | L | T | E | P | I | K | N | G | P | R | Z | R | C |
| C | A | O | H | R | Q | R | H | T | Q | P | O | K | I | E |
| E | N | F | L | R | N | C | A | F | B | C | D | O | G | Q |
| R | E | D | E | C | Y | A | K | J | S | I | N | G | E | R |
| S | L | G | T | O | B | T | P | H | K | X | B | N | R | L |
| C | A | T | E | R | E | R | L | I | N | P | T | O | A | T |
| O | C | A | O | C | A | R | T | O | O | N | I | S | T | B |
| B | Q | N | M | F | R | Q | X | P | L | C | O | M | I | C |
| S | L | N | P | K | S | T | L | A | O | Q | F | C | O | A |
| A | T | R | L | H | M | O | R | T | I | C | I | A | N | N |

**Write the name of the career next to the description below.**

**Descriptions:**

1. _____ A person in this entertainment career gets laughs.
2. _____ Everyone eventually needs someone in this personal services career.
3. _____ You can call someone in this product services career when your TV breaks.
4. _____ When you need money, someone in this trade and finance career may be able to help you.
5. _____ A person in this personal services career is a big help at a wedding.
6. _____ Dan Marino, Sugar Ray Leonard, and Michael Jordan have all pursued this recreation and entertainment career.
7. _____ A person in this recreation and entertainment career wrote "Peanuts".
8. _____ When your car won't start, you can call a person in this product services career for help.
9. _____ When you want to buy stock, you see someone in this trade and finance career.
10. _____ Sting, Jon Bon Jovi, and Madonna are members of this recreation and entertainment career.
11. _____ This type of mechanic repairs air conditioners.
12. _____ A person in this trade and finance career keeps shopping malls in business.
13. _____ For a new look and style, you would see a member of this personal services career.
14. _____ Someone in this trade and finance career helps prepare income tax returns.
15. _____ It takes many members of this recreation and entertainment career to make a movie.
16. _____ A person in this trade and finance career chooses what can be purchased.
17. _____ A person in this recreation and entertainment career tells you a lot.

**ANSWERS** **Descriptions:** 1 comic, 2 mortician, 3 TV repair, 4 loan officer, 5 caterer, 6 athlete, 7 cartoonist, 8 mechanic, 9 broker, 10 singer, 11 refrigeration, 12 store manager, 13 beautician, 14 accountant, 15 actor, 16 buyer, 17 announcer

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